

RTPI East of England Regional Award for Planning Excellence 2017

Entry Criteria

The RTPI Regional Award for Planning Excellence celebrates the contribution that planners and planning make to society, within the context of the East of England region. This is a great opportunity to celebrate the best of planning achievement in our region.

The Award aims to:

- Promote the art and science of planning for the benefit of the public
- Demonstrate the positive impact planning has on our quality of life
- Celebrate professional expertise
- Disseminate new models and examples of best practice

Entries for a scheme/proposal/project can be submitted by the planner, architect, planning authority, other professional advisors, developer or client, or a collaboration of all or some of the above, but one member of the team should be a practising member of the RTPI in the East of England.

All entries for the Regional Award for Planning Excellence will be judged on the following criteria:

1. Planning content and skills:

What is the quality of the professional planning work involved in devising solutions to key issues and problems? What was the clear impact that planners made to the success of the scheme/proposal/project?

2. Inclusive planning:

How does the scheme/proposal/project consider the needs of all of the potential users of a development or locality that enables everyone to participate equally, confidently and independently in everyday activities? How has the scheme/proposal/project addressed equality and diversity issues?

3. Sustainable development:

How far does the submission address and balance economic, social and environmental considerations?

4. **Community involvement:**

In what way have local residents and businesses been involved and engaged in the delivery of the scheme/proposal/project? How have their thoughts and involvement influenced the final outcome?

5. **Outcomes:**

How has the scheme/proposal/project been received by users/clients/community? What has been the local impact? What feedback has been gathered by users of the development?

6. **Good practice:**

How does the scheme/proposal/project demonstrate originality and innovation? Could it be a model for work elsewhere or be developed further?

The entry should set out clearly how these criteria have been met. We would strongly encourage you to list and address each of these criteria individually in your entry; this will help the judges to assess the strength of your submission.

Entry submission

- Entry forms are available to download from the RTPI East of England web site www.rtpi.org.uk/the-rtpi-near-you/rtpi-east-of-england/regional-awards/
- Entries are free and should be submitted to Tina Palmer, Regional Co-ordinator, RTPI Regional Office, PO Box 708, BURY ST EDMUNDS, Suffolk, IP31 2XP. Email eastofengland@rtpi.org.uk
- Entrants should include the entry form summary sheet, in Word or pdf format, identifying:
 - The name of the party (or parties) submitting the entry and their contact details;
 - The name of the scheme/proposal/project;
 - The location of the scheme/proposal;
 - Details of all organisations involved and the key participants;
 - A summary of why the Award should be given;
 - A brief description of the scheme/proposal;
 - The planning context of the scheme/proposal.
- Entries should consist of no more than 5 separate documents, including the summary sheet, in pdf format, and all documents and photographs should be clearly identified.
- Entrants should send a memory stick containing the entry, in pdf format, to the RTPI Regional Office.
- An electronic method of transferring files (eg Dropbox) may be available. Please contact the Regional Office for more information.

Awards Timetable

Submissions open	27 February 2017
Deadline for entries	10.00am on 31 May 2017
Judging process	June and July 2017
Winners announced	Autumn 2017 (Award Presentation evening)

Conditions of Entry

1. The closing date for receipt of entries is **10.00am on Wednesday 31 May 2017**. Deliveries will not be accepted after this time.
2. An entry to the Awards scheme will presume permission to publish all submitted material and particulars of successful schemes, including the judges' reports. This may include online and print publication, and successful entrants may be offered other promotional opportunities. Details of a scheme/proposal/project and its key participants will be based strictly upon the details submitted by entrants.
3. Submitted material will be retained by the RTPi and will not be returned. The RTPi cannot accept any responsibility for submissions that are late, lost, mislaid or damaged by Royal Mail or other delivery companies.
4. It is recommended that entrants retain a copy of their submission

Project Eligibility

- Work completed during the two years prior to the entry deadline will be eligible for consideration; particular care should be taken to avoid entering schemes prematurely before they can be satisfactorily assessed.
- Work which has previously been submitted for a RTPi Regional Award for Planning Excellence may not be re-entered.

Judging

- Adjudication will be undertaken by judges appointed by the RTPi East of England Regional Activities Committee.
- Site visits may take place for verification where considered relevant by the judges, but their decision will be made on the basis of the entry submission.
- The decisions of the judging panel is final and no correspondence will be entered into before or after the event.
- The results of the RTPi Regional Award for Planning Excellence 2017 will be announced and the presentation made at the Regional Gala Dinner and Award Presentation Evening in the autumn.

Contact us

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Email: eastofengland@rtpi.org.uk.

Telephone: 01359 250258

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Entry Form Summary Sheet

Please complete the downloadable version of this form from our website at
www.rtpi.org.uk/the-rtpi-near-you/rtpi-east-of-england/regional-awards

Name of project:

Name of main contact:

RTPI Membership details:

Contact email address:

Contact number:

Name of organisation:

Organisation postal address:

Contact details for PR/Media (if different from main contact):

Twitter (if relevant): @

Location of scheme/proposal/project including post code (where possible):

List of other organisations/individuals involved (up to ten key individuals with employer, job title and RTPI membership details where applicable):

Overview of the scheme/proposal/project (25 words):

Planning context of the scheme/proposal/project:

Summary of why the Award should be given (maximum 100 words):

Description of submitted scheme/proposal/project (maximum 200 words):